

Thank you for contacting the Wisconsin Department of Natural Resources.

Enclosed are the project application materials you have requested.

The Wisconsin Department of Natural Resources helps protect your rights in public waters as well as public safety, by ensuring adequate planning and design of projects affecting fish and wildlife habitat, water quality and natural scenic beauty. This is done through permit and plan approval requirements for individual water projects. Chapters 30 and 31 of the Wisconsin Statutes require written permits for certain activities on or near a waterway: for example, to place any material below the ordinary high water mark (such as rock riprap, fish cribs, culverts, fords, etc.); to construct a bridge, dredge material from a lake or stream; create a pond; or to construct, operate, or maintain a dam. A single pier or wharf can generally be placed without a permit, provided state standards are met; more extensive piers or marinas require a permit.

Before submitting this application for a bridge permit, please contact your county, city or village zoning department to find out if your project site is in either a mapped wetland or floodplain and if local zoning restrictions could affect your project. Please see the Wetland Information topic (found in the Waterway and Wetland Permits Web Page) or request Wetland Packet #20 in addition to this packet for details.

A complete application with detailed drawings will help us make a decision about your application for a permit. The following information is necessary for a complete application.

To help us make a decision in the shortest time possible, please submit the following information:

1. **A copy of your deed or similar proof of ownership** (e.g. land contract, current property tax receipt).
2. **Good photographs that clearly show the existing project area.** Remember, too much snow cover or vegetation may obscure important details. If possible, have another person stand near the project area for size reference.
3. **Five (5) copies of a completed application Form 3500-53 including applicant information page and project plans.** When completing your application, **please use a ballpoint pen with black ink.** The site location sketch and plan drawings (see Sample Drawing) should be clear and to scale and have enough detail to find the site and understand the project proposal. **Please follow the sample drawing and information requirements pages attached. Also, make sure your phone number (both business and home) and property address or fire number is on the application. Plans may be submitted on a separate page(s), but please submit five (5) copies.**
4. **Five (5) copies of a narrative description of your proposal**, on a separate blank page. Please state:
 - what the project is,
 - how you intend to carry out the project, including methods, materials and equipment,
 - your proposed construction schedule and sequence of work,
 - what temporary and permanent erosion control measures will be used, and
 - the location of any disposal area for dredged or excavated materials.
5. **Five (5) copies of site maps.** Provide copies of relevant maps (when possible), such as USGS topographic map, Wisconsin Wetland Inventory map, FEMA floodplain maps, soil or zoning maps, with the project location clearly identified.
6. **The appropriate application fee (complete Form 3500-53A).**

If you have questions or problems in filling out or completing the application requirements, please call or contact the Water Management Specialist for your county.

When you are finished compiling your application materials, remember to check your application for completeness. Then make copies of all materials so that you can submit **five copies** of the requested information to the Department. We also recommend that you keep a complete copy for your own records. Remember, incomplete applications may cause a delay in processing.

NOTE: Depending upon the type, complexity, and location of your proposed project, **processing can take 60 working days (3 months) or longer to complete a review, public notice and any required environmental analysis if your application is completed in detail.**

BRIDGE APPLICATION INFORMATION REQUIREMENTS

All applications require the following information on the application form and plan drawing sheet supplied or on additional sheets if necessary.

NOTE: BRIDGES OVER WATERWAYS 35 FEET OR MORE IN WIDTH WILL REQUIRE A 30-DAY PUBLIC NOTICE - PREPARED BY DNR AND PUBLISHED BY THE APPLICANT.

1. In the "**proposed materials**" box, indicate material the bridge will be made of, size of stringers, type of footings, type of decking, etc. Describe any riprap or bank protection that will be used.
2. In the "**location sketch**" box, sketch or trace a map that clearly indicates the location of the project. Recommended scale is 1" = 2000'. This map should enable the Department investigator to locate the project.
3. Under "**project plans**", supply a top view and as many cross-sections as necessary to illustrate the existing and proposed channel and floodplain. At a minimum, one cross-section at the proposed site is required as shown in the sample drawing. Indicate scale on each drawing, and include dimensions as appropriate. All elevations should be referenced to the same benchmark (permanent vertical reference). NOTE: Additional cross-sections may be required. The drawings should also include the following:
 - a. The scale and all pertinent dimensions of bridge and footings.
 - b. Existing and proposed approach grades.
 - c. Clearance provided over the normal water level. A clearance of 5 feet is generally required.
 - d. Method for anchoring the bridge so that it will not be transported downstream during flood conditions.
4. Submit labeled photographs of the site – looking upstream, downstream and along each cross section in both directions.
5. The **top view** should include the following information:
 - a. The existing waterway, the proposed roadway with bridge and other man-made or existing features in the vicinity such as houses, barns other road crossings or high areas.
 - b. The location, elevation and description of the benchmark (permanent vertical reference).
 - c. The scale of the top view and a north arrow.
 - d. The proposed road fill and footing material, including the sideslopes of the fill.
6. If the bridge site is on a stream and approach fill exceeds one foot in elevation in 15 feet of length to meet the bridge deck, or if the bridge will not completely span the stream from bank to bank, the following information should be provided on additional sheets:
 - a. A cross-section showing the natural ground profile and the proposed grade across the entire flood plain.
 - b. The water surface elevation 500 feet upstream and 500 feet downstream of the proposed crossing.
 - c. A description of the benchmark to which all elevations are referenced.
 - d. Two additional photographs of the proposed crossing site, one taken looking upstream, and one taken looking downstream.
7. Fill out, sign and submit the attached "An Owner Certification for Bridges" (Form 3500-43).
8. For all riverine sites (sites not located on a lake or impoundment) a hydrologic/hydraulic analysis may be required if the proposed project will reduce the effective flood flow capacity of the waterway by obstruction of existing flow area. If an analysis is required, the property owner may be required to retain an engineer, registered in the State of Wisconsin, to prepare this analysis. To determine if an analysis is needed, contact the Water Management Specialist (contact info. below). Hydrologic and hydraulic computations: If an engineer is hired to design the culvert crossing, he/she must evaluate the bridge and associated road impacts for a range of flows from normal flow conditions to the 100-year flood.

Please select the scale of the drawing carefully to fit all the necessary information on the application form. If necessary, use additional sheets. Be sure to draw all the plans as accurately as possible. The Department may require additional information to evaluate the project.

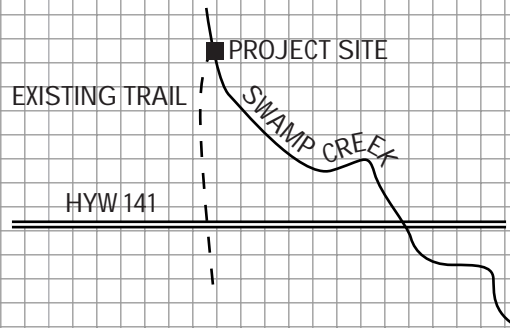
Please send the completed application to the Water Management Specialist for the county where your project is located (a complete listing of addresses by county can be found on the Waterway and Wetland Permits web page link below).

<http://www.dnr.state.wi.us/org/water/fhp/waterway/wmscoun.htm>

All lumber is pressure preservative treated. Southeast corner of bridge will be cabled to a large maple tree with 1/2" steel cable.

BRIDGE
SAMPLE DRAWING

N 1" = 2000'



N 1" = 7'

The diagram illustrates a cross-section of a bridge structure. Key dimensions and components include:

- Span Lengths:** Two spans of 25' each, separated by a central pier.
- Bridge Deck:** Full 2" bridge planks at 1" intervals.
- Railings:** 4" x 4" railing support posts.
- Poles:** 11" diameter poles supporting the bridge structure.
- Clearance:** A 5' clearance is indicated for the central pier.
- Dimensions:**
 - Overall width: 40'
 - Height from ground to top of bridge: 42"
 - Height from ground to bottom of bridge: 7"
 - Height from ground to top of railing: 6"

*** Railings are optional, unless required for recreational grant funding or by the Americans with Disabilities Act or local ordinance.

Technical drawing of a bridge deck cross-section. The drawing shows a central deck section supported by two vertical poles. The deck is labeled "2" x 10" ON EDGE". The poles are labeled "11" DIAMETER POLES" and "POLE DIAMETER WILL VARY WITH BRIDGE LENGTH". The distance between the poles is labeled "8'". The deck width is labeled "2'-10" on both sides. The height of the deck above the ground level is labeled "30" and "GROUND LEVEL".

PLEASE COMPLETE BOTH PAGES 1 & 2 OF THIS APPLICATION. PRINT OR TYPE. The Department requires use of this form for any application filed pursuant to Chapter 30, Wis. Stats. The Department will not consider your application unless you complete and submit this application form. Personally identifiable information on this form will not be used for any other purpose, but it must be made available to requesters under Wisconsin's open records law [s. 19.31-19.39, Wis. Stats.].

1. Applicant (Individual or corporate name)		2. Agent/Contractor (firm name)	
Address		Address	
City, State, Zip Code	Fire Number	City, State, Zip Code	
Telephone No. (Include area code)	Tax Parcel Number	Telephone No. (Include area code)	

3. If applicant is not owner of the property where the proposed activity will be conducted, provide name and address of owner and include letter of authorization from owner. Owner must be the applicant or co-applicant for structure, diversion and stream realignment activities.

Owner's Name	Address	City, State, Zip Code
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4. Is the applicant a business? <input type="checkbox"/> Yes <input type="checkbox"/> No If YES, is the permit or approval you are applying for necessary for you to conduct this business in the State of Wisconsin? <input type="checkbox"/> Yes <input type="checkbox"/> No If YES, please explain why (attach additional sheets if necessary):	5. Project Location Address _____ Village/City/Town _____ Fire Number _____ Tax Parcel Number _____ Waterway _____ County _____ Govt. Lot _____ OR _____ 1/4, _____ 1/4, of Section _____ , Township _____ North, Range _____ (East) (West)
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6. Adjoining Riparian (Neighboring Waterfront Property Owner) Information

Name of Riparian #1	Address	City, State, Zip Code
Name of Riparian #2	Address	City, State, Zip Code

7. Project Information (Attach additional sheets if necessary)

(a) Describe proposed activity (include how this project will be constructed)

(b) Purpose, need and intended use of project

(c) I have applied for or received permits from the following agencies: (Check all that apply)

☐ Municipal ☐ County ☐ Wis. DNR ☐ Corps of Engineers

(d) Date activity will begin if permit is issued _____; be completed: _____.

(e) Is any portion of the requested project now complete?

☐ Yes ☐ No

If yes, identify the completed portion on the enclosed drawings and indicate here the date activity was completed:

I hereby certify that the information contained herein is true and accurate. I also certify that I am entitled to apply for a permit, or that I am the duly authorized representative or agent of an applicant who is entitled to apply for a permit. Any inaccurate information submitted may result in permit revocation, the imposition of a forfeiture(s) and requirement of restoration.

Signature of Applicant(s) or Duly Authorized Agent	Date Signed
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LEAVE BLANK - FOR RECEIVING AGENCY USE ONLY		
Corps of Engineers Process No.	Wisconsin DNR File No.	
Received By	Date Received	Date Application Was Complete

State / Federal Application for Water Regulatory Permits and Approvals

Form 3500-053 (R 4/01)

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Drawings of proposed activity should be prepared in accordance with sample drawing.

Location Sketch (Indicate scale)

Show route to project site: include nearest main road and crossroad.

N

1" = _____ ft.

Fire Number _____

Proposed Materials



Project Plans (Include top view and typical cross sections. Clearly identify features and dimensions or indicate scale.)
Use additional sheets if necessary.

N

1" = _____ ft.

Top View



Cross Section

This form is required under ss. NR 320.04(4) and NR 320.06(2), Wis. Adm. Code. Refusal to provide this information may result in the dismissal of your application. Personally identifiable information on this form will be used for no other purpose.

I, _____ (or representative of) _____,

as Owner, certify and agree that the Bridge located on the _____,

_____ (waterbody)
in the _____ ¼ of the _____ ¼ of

Section _____, Township _____ (N), Range _____ (E, W), Town of _____,

_____ County, Wisconsin shall be constructed in full compliance with the Department of Natural Resources site and clearance requirements, as well as other required standards, and shall be maintained in good repair by the Owner.

I, _____ (or representative of) _____, shall assume all responsibility and liability for any direct or indirect damage caused or resulting from the presence of the Bridge and hold the State of Wisconsin, or its employees, harmless and shall take personal responsibility and liability for compliance with all of the above-stated provisions.

Witness the hand and seal of _____, this _____ day of

_____, _____.

Signature

Signature of Spouse (if marital property)

NOTE: If the Bridge is owned by more than one person, all owners must sign or a representative with specific authority to act on behalf of all the owners must sign.

State of Wisconsin)
)
_____ County)

Personally came before me this _____ day of _____, _____, the above named

_____, to me known to be the person who executed the foregoing certificate and agreement and acknowledge the same.

Notary Public _____ County, WI.

My Commission (Expires)(Is) _____